Proficiency. TYPEWRITING. (Subject No. 6.)

1. *Speed Test.*—To typewrite a printed passage of 900 words. (Time 15 Minutes.)

2. *Manifolding, Tabular and Display Work.*—To typewrite in proper form passages of varying difficulty, technical, commercial, legal and dramatic, and invoices, statistical tables, tabular statements, etc., from badly written and confused manuscripts containing mis-spellings, wrong punctuations, printers' corrections and abbreviations. The candidates may be required to set the matter to display and rule up where necessary. Not more than 3 carbon copies will be required. (Time 2½ hours.)

3. *Mechanism and Manipulation.*—Practical and Oral, Manipulation and care of the machine. Possible defects and temporary derangements such as irregular backing carriage skipping, non-acting of the back-spacer, heavy touch, poor line-spacing, faint impressions, sluggish carriage and ribbon movement, line-locking trouble, poor manifolding, bad alignment, etc. Their causes and remedies, inking devices and devices for lessening eye and nerve strain. Removal and replacement of detachable parts. A practical knowledge of press-copying and stencil cutting.

	Max.	Minima for passing. 1st Class	2nd Class
1st Paper—Speed Test	50	33	23
2nd Paper—Tabulation, etc.	70	46	32
Oral and Practical Examinations	30	20	14
Total	150	99	69

N.B.—Typewriting—All Grades :—

Candidates will have to provide their own typewriters, tools and carbon papers Candidates will be examined for the Theory only on Yost, Remington, Smith Premier Underwood, L. C. Smith, Oilver or such other machine as may be approved by the President of the Board for the Commercial Education and Examinations. Only one type of machine shall be used by each candidate throughout the Examination.

ENGLISH COMPOSITION OF THE S. S. L. C. STANDARD.

The syllabuses and Text Books and reference books shall be the same as in the V and VI Forms of English High Schools under the Mysore S. S. L. C. Scheme so far as they relate to Non-Detailed Texts. A separate paper on English Composition based on the NonDetailed English Texts will be set, the examination being held with the other Commercial papers.

	Max.	Minima for passing. 1st Class	2nd Class
One paper of 3 hours duration.	100	65	45

REVENUE SECRETARIAT.

Inspections.

READ—

Government Order No. G. 10870-10918—E. & A. 43-14-1, dated 10th April 1915, requiring Heads of Departments and Offices and Duputy Commissioners to inspect their own offices at least once a year and that of offices subordinate to them as frequently as necessary.

2. Government Order No. 1752—E. A. 95-15-4, dated 30th March 1918, laying down certain rules to regulate inspections of offices in the Excise Department.

3. Government Order No. R. 2880-9—L. R. 211-23-6, dated 10th November 1924, directing the discontinuance of the submission of Inspection notes in the elaborate printed form prescribed in the Government Order of 10th April 1915 read above and the submission of Memoranda of the main points to which attention should be directed.

4. Government Order No. Fl. 388-96—Ex. 13-25-1, dated 22nd July 1925, directing that inspections in all its details in accordance with the Government Order of November 1924 should be undertaken by the inspecting officer himself and that Memoranda of such inspections should be submitted to Government when there are matters requiring disciplinary action.

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5. Correspondence ending with letter No. G. C. 30-25, dated 25th September 1925, from the Excise Commissioner on this subject.

"In continuation of my letter No. G. C. 30-25, dated 9th September 1925, forwarding a list of special shops licensed to sell Denatured spirits, Foreign liquors and Dangerous drugs in the State (excepting Mysore District), I note in the margin the particulars of such shops relating to the Mysore District."

Mysore.

Denatured Spirits.—
1. Palace.
2. M. G. Dastagir.
3. Universal Emporium.
4. B. Ananthiah & Co.
5. A. J. Ram & Sons.
6. The Government House.
7. H. R. T. Rajagopala Mudaliar, Hunsur.

Foreign Liquors.—
1. M. Venkataramana Setty, Mysore.
2. A. R. Venkatesa Setty & Co., Mysore.
3. Spencer & Co., Railway Refreshment Room at Mysore and Maddur.

Rectified Spirits.—
1. Universal Emporium.

N.B.—P. Chendrabhan Singh, Proprietor of the Satyanarayana Vaidyasala, has been allowed the use of Rectified Spirits for medical preparation on payment of duty of Rs. 5 per proof gallon.

ORDER No. FL. 3736-45—EX. 6-25-6, DATED 28TH DECEMBER 1925.

Government are pleased to direct that Deputy Commissioners should inspect annually the Excise work of the Sub-Division Officers and not less than 50 per cent of the Taluk and Range Offices, as well as the bonded depots. They are also required to inspect the special shops as per list attached and the groves to the extent possible during their tours.

B. SRINIVASA IYENGAR,
Secretary to Government,
Revenue Department.

ANNEXURE.

LIST OF SHOPS TO BE INSPECTED.

Shops for the sale of—

(1) Arrack.
(2) Toddy.
(3) Ganja.
(4) Opium.
(5) Denatured Spirits.
(6) Rectified Spirits.
(7) Foreign Liquors.
(8) Special Liquors.
(9) Medicated Wines, Dangerous Drugs.

Report on the working of the Stamp Department for the year 1924-25.

READ—

Letter No. Per. 28—24-25, dated 29th—30th September 1925, from the Commissioner of Stamps, forwarding the report on the working of the Stamp Department for the year 1924-25.

ORDER No. FL. 3963-74—ST. 16-25-4, DATED 18TH JANUARY 1926.

The total receipts from Stamps and the expenditure during the year under report were Rs. 20,32,361-6-0 and Rs. 1,70,753-14-0, respectively as against Rs. 19,44,806-10-0 and Rs. 1,60,303-3-0, during the previous year. It is reported that the increase in revenue was contributed mostly by the larger sales of general stamps for monetary transactions as the result of favourable seasonal conditions. The income from Receipt Stamps and Stamp duty on embossed documents has also improved. The small rise in expenditure is due to larger refunds granted, and discount allowed on the sale of stamps during the year. The decline in revenue on account of fines and penalties requires further investigation.

2. There has been some improvement in the inspection of Offices and Courts but a large number of them remained uninspected in the Tumkur District. Government desire to invite the attention of all inspecting officers to the instructions conveyed in para 2 of Government Order No. Fl. 3045-54—St. 2-24-6, dated 6th December 1924.

3. The balance of institution fees awarded in Pauper suits to be recovered from the parties concerned amounted to Rs. 47,770-10-0 at the close of the year. The amount outstanding is very large. The Deputy Commissioners of Districts should be asked to take prompt and energetic steps to collect the dues in time, as otherwise the amounts will become irrecoverable. Half yearly reviews of collection of institution fees may be obtained from the Deputy Commissioners and consolidated reports submitted by the Stamp Commissioner in July and January each year.

4. *General.*—The Controller of Printing, Stationery and Stamps with the Government of India visited the Stamp Manufactory during the year and made several suggestions for improving the working of the department. (Orders have been issued by Government on his proposals in Government Order No. Fl. 3046-8—St. 1-25-6, dated 28th November 1925.)

B. SRINIVASA IYENGAR
Secretary to Government,
Revenue Department.